

Office Memorandum • UNITED STATES GOVERNMENT

TO : Assistant Chief, Personnel Division (0)

DATE: 12 March 1953

FROM : Acting Chief, Interim Assignment Branch

SUBJECT: List of telephones in IAB

1. As requested, following is a list of the telephone instruments and extension numbers used by the IAB and the names of the individuals using these extensions:

EXT. NO.	INSTRUMENTS	ROOM NO.	NAME	25X1A9a
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2036* 2 205

(2037* 1 201

(2088* 1 201

2039* 1 206

3323* 1 201-A

3800	2	300
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8491	1	100
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8492 1 100-B Presently unused

8493 1 BASEMENT TRAINEE UNIT **

*Calls on these extensions on the second floor are received on a 6-way key box at a central location. A provisionally cleared employee operates the key box and a buzzer system is used in notifying the individual when a call is received. Direct calls are made on the other extensions.

*These individuals are provisionally cleared employees and are used to assist in the day-to-day administration of the IAB.

2. Extension No. 8492, located in room 100-B on the first floor, is presently unused but is being held in place in anticipation of a detail estimated at about 20 professional provisionally cleared employees under the jurisdiction of OTR. If placing of the detail here fails to materialize, it is planned to remove the instrument for the use of the Receptionist on an intercom system with the administrative office on the second floor.

3. Should the above information be used for inclusion in the new CIA telephone directory, please omit the provisionally cleared names, as they

Approved For Release 2001/04/09 : CIA-RDP79-00232A00010001-9

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JOB NO. _____ BOX NO. _____ FLD NO. _____ DOC. NO. 7 NO CHANGE
IN CLASS ✓ OR LAST CLASS CHANGED TO: TS C CT. JUST 22
NEXT REV DATE 890101 BATHS 63-198 NUMBER 29 TYPE DC 42
NO. PCS + CREATION DATE _____ ORG CODE 32 ORI _____ ORG CLASS C
REV CLASS _____ REV COORD. _____ AUTH: NR 703